

VOLUNTARY CONTRIBUTION PAYMENT FORM

Voluntary Contributions is an option that allows eligible experience rated employers to pay additional unemployment insurance contributions in order to reduce their UI contribution rate for the forthcoming calendar year.

If you choose to pay a voluntary contribution, please submit this Payment Form with your payment. Please complete **all** items on the form.

Send payment and form to the address shown in the upper right-hand corner of this form. Please make check payable to Massachusetts Division of Unemployment Assistance.

Voluntary contribution payments:

- will not be used to satisfy other debt
- cannot be refunded and are used for no other purpose than to reduce the UI contribution rate
- are not included in payments reported to IRS by DUA for 940 certification
- do not reduce Unemployment Health Insurance or Workforce Training Fund Rates
- do not retroactively reduce UI contribution rates
- are optional
- must be made by a check separate from other payments and submitted with this payment form to the address above
- must be for the exact amount that reduces the rate
- must be received by DUA by due date shown in Item 13 on Form 9701-V

Also, existing overpaid amounts cannot be used as a voluntary additional contribution payment.

VOLUNTARY CONTRIBUTION PAYMENT FORM

Employer Name: _____

DUA Employer ID Number: _____
(8 digits)

DUA USE ONLY

Receipt Date:

Enter Payment Amount ►

\$

Signature: _____ Title: _____

Date: _____

Telephone Number: _____